

**DEPARTMENT OF LAW AND PUBLIC SAFETY  
DIVISION OF CRIMINAL JUSTICE**

**State Office of Victim-Witness Advocacy  
STOP Violence Against Women (VAWA) Victim Services Subgrant Program**

**NOTICE OF AVAILABILITY OF FUNDS FOR COMPETITIVE SUBGRANT PROGRAM**

Take notice, that in compliance with Title IV of the Violent Crime Control and Law Enforcement Act of 1994, Pub. L. No. 103-322, 108 Stat. 1796 (Sept. 13, 1994) the Department of Law and Public Safety, Division of Criminal Justice, State Office of Victim-Witness Advocacy announces the availability of competitive subgrants to public and private nonprofit agencies to develop, continue, expand or strengthen services for victims of violence against women.

Funds for this program are derived from the Federal Fiscal Year (FFY) 2005 Federal STOP Violence Against Women Act (VAWA) Formula Grant Program. For the grant period covered by this Notice, a total of \$834,570 is available to fund individual grants in amounts up to \$55,000 each.

**PROGRAM PURPOSES**

Subject to certain restrictions set forth below, projects that may be funded under this program include those that are designed to develop, expand or strengthen victim services programs for victims of violence against women. Funding priorities include projects targeting underserved populations and legal representation, for example:

1. Develop, expand or strengthen services to racial, cultural and ethnic minorities and those for whom English is not their first language;
2. Develop, expand or strengthen victim services to address the needs and concerns of older women;
3. Develop, expand or strengthen victim services to address the needs and concerns of women with disabilities;
4. Develop, expand or strengthen victim services to address the needs and concerns of victims of violence against women in underserved geographic area(s).
5. Provide legal representation and/or advocacy to assist victims of violence against women to obtain civil and criminal protection orders (divorces and child custody proceedings are not included); Increase the pool of pro bono and reduced fee attorneys with specialized training in domestic violence.
6. Develop, expand or strengthen programs that address stalking.

Certain restrictions are placed on the use of the STOP Violence Against Women Formula Grants Program (STOP) 28 C.F.R. Part 90. Formula grant funds cannot be used to pay for the cost of forensic medical examinations or any additional procedures. Support services for children must show an inextricable link and be the direct result of providing services for a victim of violence against women. For example, funds from the STOP Violence Against Women Formula Grants Program may support the expansion of a battered women's shelter services to include programs for children of the battered woman residing in the shelter. STOP funds may not be used to support services that focus exclusively on children or a clientele other than women and services to children must be incidental to the provision of services to women. STOP funds can not be used to develop sexual assault or domestic violence curricula for school programs.

**GRANT PERIOD**

Under this Notice, the grant period is July 1, 2006 through June 30, 2007, which is contingent upon federal approval for a grant period extension on the FFY05 Federal STOP Violence Against Women Act (VAWA) Formula Grant.

**ELIGIBILITY**

Private nonprofit organizations that provide services to victims of violence against women and are organized under Title 15A of the New Jersey Revised Statutes or otherwise qualified for nonprofit tax exemption under the Internal Revenue Code 26 U.S.C. §501(c)(3) and public agencies that provide services to victims of violence against women and are not a part of a law enforcement or prosecutor's office are eligible to apply.

**APPLICATION REQUIREMENTS**

The official application with detailed instructions and the Program Guidelines for the New Jersey STOP Violence Against Women Grants Program can be obtained on our website [www.njvw.org](http://www.njvw.org) or by writing to:

VAWA Applications  
State Office of Victim-Witness Advocacy  
New Jersey Division of Criminal Justice  
P.O. Box 094  
25 Market Street  
Trenton, New Jersey 08625-0094

Applications may also be requested by telephone at (609) 896-8855.

One original application and four copies must be received in the State Office of Victim-Witness Advocacy no later than 4:00 p.m. on Friday, March 3, 2006. No facsimile or electronic mail can be accepted. The address for regular mail is the same as above. The address for overnight mail or hand deliveries only is:

State Office of Victim-Witness Advocacy  
New Jersey Division of Criminal Justice  
3131 Princeton Pike, Building 3A, Suite 100  
Lawrenceville, New Jersey 08648

Applications received after 4:00 p.m. on March 3, 2006 will not be considered for funding. Applications that do not comply with the requirements of this Notice of Availability of Funds or the Program Guidelines will not be considered. The Division of Criminal Justice reserves the right to decline any and all applications for funding and to award grants in amounts that may be other than requested.

## **APPLICATION CONTENT**

The application package and Program Guidelines contain the required administrative, program, and budget forms. The program narrative must contain the following information:

### **Agency Background, Mission, Experience and Capability - (15 points)**

Describe the agency's overall mission, background and experience as it relates to the purpose and objectives of the proposed project. Explain the agency's understanding of and capability to carry out the project based on demonstrated experience in providing victim services to the target population and in addressing issues of violence against women.

### **Project Evaluation Summary**

Applicants receiving current VAWA funding **must** provide a project evaluation summary that describes the strengths, weaknesses, level of service, including the number of unduplicated victims served and the number of hours of service provided by VAWA funded project staff, outcomes, and the impact of the project.

### **Problem Statement/Needs Assessment - (15 points)**

Identify the specific problem(s), target population and geographic area that the proposed project will address. Describe local conditions and the needs and characteristics of the target population. Describe existing services and identify gaps and/or barriers in services. Provide supporting documentation, including relevant local facts, statistics, study findings, etc.

### **Goals, Objectives and Methods - (25 points)**

Specify clear, realistic goals for the proposed project. Identify objectives that are concise, measurable and clearly relate to the goals, problem statement and target population. Measurable objectives shall include, but not be limited to the numbers of unduplicated victims to be served and the number of hours of service to be provided by VAWA funded staff on the proposed project. Describe the program approach or strategy for attaining each objective. Complete a Project Work Plan which includes each objective along with the major activities, responsible staff, and feasible time frames for each objective and activity.

### **Partnership/Collaboration/Coordination of Services - (10 points)**

Collaboration and coordination of services are strongly encouraged in all projects and an affiliation agreement is required for multi-cultural services projects and projects targeting underserved communities. Describe the agency's partnership/coalition building strategy and use of volunteers. Define roles, responsibilities, referral mechanisms, collaboration and coordination efforts necessary for the successful implementation of the project. At least three (3) letters of support for the specific project must be included with the application.

Multi-cultural services projects and projects targeting underserved communities require a signed affiliation agreement of partnership and coordination of services which clearly defines the roles and responsibilities of each contributing agency. For multi-cultural services projects, the partnership must combine the understanding and expertise in addressing the needs and concerns of the specific ethnic/racial community with understanding and expertise in serving victims of violence against women. The partnership must include a written affiliation agreement between an existing provider of services to victims of violence against women such as domestic violence and/or sexual assault and a community organization that serves and/or represents the specific ethnic/racial population or other underserved target population.

### **Project Management and Staff - (10 points)**

Identify project management and key staff and explain how they are uniquely qualified to manage/implement the project. Provide current resumes and job descriptions that describe the title, responsibilities, education and experience requirements for each position for whom VAWA or matching funds are requested. State if each position is full-time or

part-time and the number of hours and percentage of time devoted to the project by each, if you will use existing staff or if you will recruit new staff for each funded position.

**Program Evaluation - (15 points)**

Develop a project evaluation plan which will measure the extent to which stated objectives were achieved and the impact on the victims served. Specify how, when and what type of data will be collected, probable test instruments and persons responsible for conducting the evaluation. Client feedback is strongly encouraged. If measurement does not include client feedback, an explanation must be provided.

**Budget Request & Narrative - (10 points)**

Provide detailed narrative justification for each budget category and line item of federal and match funds requested on the Budget forms for the proposed project in accordance with the Program Guidelines. Costs must be specific and tied to the project objectives. (Allowable costs are outlined in the Program Guidelines.) A 25% match, either cash or in-kind, is required for private nonprofit and public agencies.

**APPLICATION SCORING CRITERIA**

Evaluation/scoring of applications will be based on a total of 100 points as the highest possible score with the maximum points assigned to each category as follows:

Agency Background, Mission, Experience and Capability.....	15 points
Problem Statement/Needs Assessment.....	15 points
Goals, Objectives and Methods.....	25 points
Partnership/Collaboration/Coordination of Services.....	10 points
Project Management and Staff.....	10 points
Program Evaluation.....	15 points
Itemized Budget and Detailed Narrative Justification.....	<u>10 points</u>
<b>Total.....</b>	<b>100 points</b>

**TECHNICAL ASSISTANCE WORKSHOP**

A Technical Assistance Workshop will be held on Tuesday, February 7, 2006 and Thursday, February 9, 2006 from 10:00 a.m. to 12:00 p.m. at 3131 Princeton Pike, Building 3A, Suite 100, Lawrenceville (Mercer County), New Jersey. Attendance at one workshop is **mandatory** for all first-time applicants and optional for previous applicants. Advance registration is required by February 3, 2006. The registration form will be included in the application package.

**IMPORTANT DATES/DEADLINES**

Advance Registration for Technical Assistance Workshop Deadline	<b>February 3, 2006</b>
Mandatory Technical Assistance Workshop for First-Time VAWA Applicants -	<b>February 7, 2006 and February 9, 2006</b>
Application Deadline	<b>March 3, 2006- No later than 4:00 p.m.</b>

**NOTIFICATION OF AWARD**

All applicants will be notified in writing on or about June 1, 2006, as to whether or not the agency's project will be funded.

By: \_\_\_\_\_  
Ronald Susswein  
Acting Director, Division of Criminal Justice

Date: \_\_\_\_\_